



DEPARTMENT OF THE ARMY
VIRGINIA ARMY NATIONAL GUARD
BUILDING 316, FORT PICKETT
BLACKSTONE, VIRGINIA 23824-6316

REPLY TO
ATTENTION OF

Information Management Branch
Attn: FOIA Officer

February 13, 2013

Dear Tom Nash,

This letter is to acknowledge receipt of your Freedom of Information Act request for:

1. Any requests for proposals, proposals submitted by vendors, contracts, budgets or cost allocations for the purchase and/or use of aerial drones, UAs, UAVs, and UASs (hereinafter "drones").
2. Any policies, guidelines, manuals and/or instructions on department use of drones, including on the legal process required (such as a warrant or court order), if any, before operating a drone.
3. Any departmental records concerning this department's use of drones now or plans to use drones in the future including:
 - a. The types of investigations or instances in which this department is using or plans to use drones, or how it plans to support, manage or oversee the usage of drones by another department or office.
 - b. Policies, guidelines, manuals and/or instructions on storage requirements or procedures for video or static images obtained through use of drones, including retention times.
 - c. The altitude at which drones can or do fly.
 - d. Drones' ability to carry weapons.

Your request has been assigned case #FA-13-0005. We will make every effort to provide the responsive records as soon as possible. All communications concerning this request should be identified with the above reference number and addressed to address shown above.

If you have any questions regarding your request, please contact my office at 434-298-6331.

Sincerely,

MCGHINNIS, ANGELA DALE, 1292263127

Angela D McGhinnis
Administrative Services Chief